



Broadband Task Force

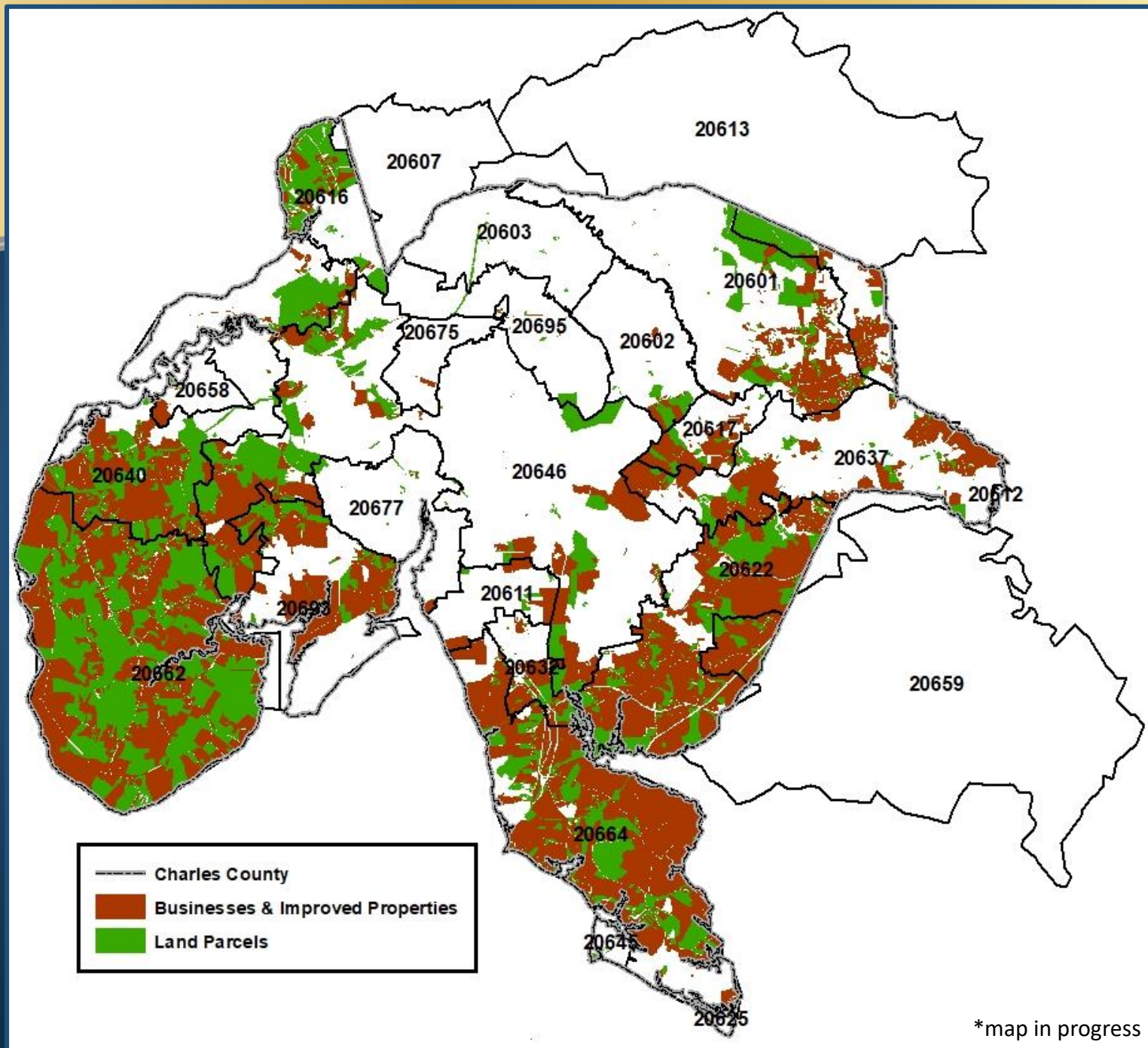
Update

April 30, 2019

Agenda

- Map of Areas without Broadband
- Internet Access Questionnaire
- Website
- Grants
- Legislation
- Broadband Strategic Plan – CTC Technology & Energy
- Project Plan

Zip Code	Business	Improved Property	Land Parcel	Total
20662 – Nanjemoy	20	1077	720	1817
20664 – Newburg	44	767	385	1196
20622 – Charlotte Hall	3	841	240	1084
20601 – Waldorf	3	656	229	888
20640 - Indian Head	25	590	252	867
20646 - La Plata	11	356	269	636
20637 – Hughesville	1	492	121	614
20616 - Bryans Road	5	182	413	600
20613 – Brandywine	0	246	29	275
20693 – Welcome	2	180	69	251
20603 – Waldorf	1	0	205	206
20602 – Waldorf	3	28	158	189
20632 – Faulkner	9	86	43	138
20659 – Mechanicsville	2	88	33	123
20617 – Bryantown	1	99	22	122
20695 – White Plains	8	1	52	61
20645 – Issue	1	1	36	38
20677 – Port Tobacco	0	8	27	35
20612 – Benedict	20	11	0	31
20658 – Marbury	1	9	8	18
20675 – Pomfret	0	13	2	15
20611 – Bel Alton	1	3	10	14
20607 – Accokeek	0	1	1	2
Totals	161	5735	3324	9220



*map in progress

Internet Access Questionnaire

- Purpose is to confirm and refine our data regarding areas which do not currently have service throughout Charles County
- Accessible from the front page of the Charles County Government website or in paper form
 - Simple
 - Quick
- Promoting at all Commissioner Town Halls
- Working with Media Services on a marketing strategy to share with as many residents as possible
- To date we have received about 700 completed questionnaires and this number is increasing daily

Website

- The website covers six main areas:
 - Home Page: www.charlescountymd.gov/ccbbroadband
 - Also links to the questionnaire
 - Frequently Asked Questions (FAQs)
 - Who We Are
 - Why We Exist
 - What We Are Doing
 - Updated after each Task Force meeting
 - Our last regular update was 4/25/2019
 - Contact the Task Force
 - Provides a general email which is monitored daily

Grants

- USDA ReConnect Program
 - Task Force member, Michelle DeSoto, attended a two-day workshop held in Washington, PA in April
 - Allowed applicants to gain a stronger understanding of the application process and program requirements
 - Provided specific details regarding engineering, financial, environmental, and program management requirements

Grants

- Rural Broadband Feasibility Grant
 - Awarded to Charles County by the Governor's Office of Rural Broadband
 - Grant will provide for payment for half the cost to hire a consultant to develop a Broadband Strategic Plan, up to \$50,000
 - Broadband Strategic Plan must begin before August 1, 2019 and be completed within six months of project initiation

Legislation

- Senate Bill 634 – Electric Cooperatives – Powers – Conduct or Communications Facilities
 - Passed April 5
 - SMECO Board is working to determine how best to move forward
 - Plan to work with SMECO to determine any existing or future opportunities to utilize electric communication lines to expand broadband
 - Working with Tom Dennison at SMECO to determine how best to utilize the legislation to enhance broadband services
 - We have requested that a member of our Task Force be on SMECO's Steering Committee

Broadband Consultant

- The Task Force has identified our consultant:
 - CTC Technology & Energy will work with us on the development of our Broadband Strategic Plan
 - CTC has eight counties from Maryland as clients
 - CTC is headquartered in MD, but has many clients all over the United States. They are considered experts in their field.
 - Reviewed and verified references
 - CTC has a State of Maryland contract – reviewed and approved by Purchasing for Charles County to utilize

Broadband Strategic Plan

- Consultant has been identified to assist with our Broadband Strategic Plan
- First step is to meet with County staff and stakeholders to discuss goals and objectives, review maps, discuss project parameters, and confirm timeline
- The strategic plan is broken into tasks:
 - Task 1: Assess current infrastructure and services – Review relevant maps, evaluate assets (towers, existing lines, MDBC fiber, poles, etc.), and develop a list of current broadband providers.
 - Task 2: Evaluate current and future broadband demand – This involves discussions with a range of stakeholders to fully understand broadband needs, constraints, and challenges.
 - Task 3: Prepare a high-level design/cost estimate – The consultant will develop an estimate for fiber, fixed wireless, or hybrid network that will fill service gaps, using the most topographically-appropriate and cost-effective infrastructure.

Broadband Strategic Plan

- Task 4: Evaluate funding options and develop a grant strategy – The consultant will help develop realistic options for funding, including federal and state opportunities for at least partial funding for broadband deployment.
- Task 5: Develop a public-private partnership strategy – We will consider all partnerships with public, private, and membership-owned companies. We will evaluate issues related to risks, benefits, and control, and what role the County would play in addressing broadband needs.
- Task 6: Develop financial analysis and business plan – Based upon the high-level engineering and cost estimates developed in Task 3 and the partnership strategies selected in Task 5, the consultant will develop a business case for the County's required investment and what portion of that investment would be paid back.

Broadband Strategic Plan

- Task 7: Prepare and present a comprehensive written project report – The report will include the gap analysis of current and future needs, and will present the technical solution, partnership strategy, and financial analysis for implementing the solutions provided.
- Cost of the Broadband Strategic Plan is \$94,000, half of which is covered by the grant from the Governor's Office
- Will need a BTR to transfer from the Cable Fund to the Fund Balance (one time cost)
- Timeline to complete all the tasks is four to six months

Project Plan

WBS	Task Name	Start	Finish		Notes
1	Broadband Expansion	Mon 1/28/19	Fri 12/30/22		
1.1	Monitor SB634	Mon 1/28/19	Mon 4/8/19	✓	
1.2	Paper questionnaire	Mon 2/18/19	Wed 3/27/19	✓	
1.3	Online questionnaire	Wed 3/27/19	Mon 4/1/19	✓	
1.4	Webpage implementation	Mon 2/18/19	Thu 4/11/19	✓	
1.5	MD Rural Broadband Feasibility Grant	Mon 3/4/19	Fri 5/3/19		
1.5.1	Apply for grant	Mon 3/4/19	Fri 3/15/19	✓	
1.5.2	Submit award paperwork	Mon 4/22/19	Fri 5/3/19		
1.6	SMECO meetings/discussions	Tue 4/16/19	Thu 2/20/20		Ongoing
1.7	Meet with ISPs	Fri 2/22/19	Fri 12/30/22		Ongoing
1.8	Monitor grant opportunities	Mon 1/28/19	Fri 12/30/22		Ongoing
1.9	Develop, enhance and maintain maps	Mon 3/4/19	Fri 12/30/22		Ongoing
1.10	Develop Broadband Strategic Plan	Mon 2/18/19	Thu 11/14/19		
1.10.1	Research vendors	Mon 2/18/19	Sun 3/31/19		
1.10.2	Check references	Mon 4/1/19	Fri 4/26/19		
1.10.3	Execute Contract	Mon 4/29/19	Fri 5/10/19		
1.10.4	Conduct Strategic Workshop	Mon 5/13/19	Thu 6/13/19		
1.10.5	Assess current infrastructure and services - Task 1	Mon 5/13/19	Tue 8/13/19		
1.10.6	Evaluate current & future broadband demand - Task 2	Thu 6/13/19	Fri 9/13/19		
1.10.7	Prepare high-level design/cost estimate - Task 3	Thu 7/11/19	Mon 10/14/19		
1.10.8	Evaluate funding options/develop grant strategy - Task 4	Thu 7/11/19	Mon 10/14/19		
1.10.9	Develop public-private partnership strategy - Task 5	Thu 7/11/19	Mon 10/14/19		
1.10.10	Develop financial analysis and business plan - Task 6	Thu 7/11/19	Mon 10/14/19		
1.10.11	Prepare & present comprehensive written project report - Task 7	Tue 8/13/19	Thu 11/14/19		
1.11	Execute Broadband Strategic Plan	Mon 12/2/19	Fri 12/30/22		

Next Update

- The Broadband Task Force will continue to regularly meet and work with the consultant to move Tasks 1-7 to completion.
- Recommend that we provide an update to the Board of County Commissioners in September 2019.
- In the Winter of 2020 a briefing should be provided to include potential budget impacts so that the BOCC can plan for the FY 2021 budget implications.

Questions

Happy to address questions or concerns...



Charles County Government

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Learn more at...

www.CharlesCountyMD.gov



Mission Statement – The mission of Charles County Government is to provide our citizens the highest quality service possible in a timely, efficient and courteous manner. To achieve this goal, our government must be operated in an open and accessible atmosphere, be based on comprehensive long- and short-term planning and have an appropriate managerial organization tempered by fiscal responsibility. We support and encourage efforts to grow a diverse workplace.

Vision Statement – Charles County is a place where all people thrive and businesses grow and prosper; where the preservation of our heritage and environment is paramount; where government services to its citizens are provided at the highest level of excellence; and where the quality of life is the best in the nation.

Equal Opportunity Employer – It is the policy of Charles County to provide equal employment opportunity to all persons regardless of race, color, sex, age, national origin, religious or political affiliation or opinion, disability, marital status, sexual orientation, genetic information, gender identity or expression, or any other status protected by law.